



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
15TH REGIMENTAL SIGNAL BRIGADE
606 BARNES AVENUE
FORT GORDON, GEORGIA 30905-5370

ATZH-TB

9 June 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #26 Quarterly Equal Opportunity Board Competition

REFERENCE:

- A. AR 600-200, Army Command Policy
- B. TRADOC Regulation, DA PAM 350-20, (Training) Unit Equal Opportunity Training Guide

1. The purpose of this memorandum is to establish a policy for selecting the quarterly Equal Opportunity Board within the 15th Regimental Signal Brigade.

2. All units down to company level have the responsibility for maintaining an Equal Opportunity Board in their unit area. Each battalion will select one unit board to compete for the Equal Opportunity Board of the quarter. Forward the following to the Brigade EOA, SFC Elvin B. Thompson:

- a. Unit Name
- b. Name of company Equal Opportunity Representative
- c. Name of Commander
- d. Name of First Sergeant

3. The Board's panel will consist of the Brigade's Equal Opportunity Advisor(EOA), all Battalion Equal Opportunity Representatives(EOR). This panel will walk through every competing unit's area and vote on each board based upon the following mandatory criteria. If any of the below information is not present, the unit will automatically be disqualified from the competition:

- Unit has designated EO Bulletin Board
- EO Bulletin Board is available/accessible to all unit personnel
- Command policy letters are posted in accordance with AR 600-20
- Complaint procedures flowchart

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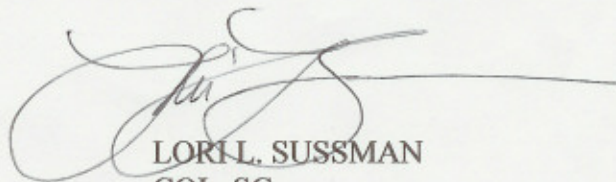
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- Unit Equal Opportunity Representative's Name and phone number
- Battalion and Company Equal Opportunity Representative's Picture
- Equal Opportunity Advisor's Name and phone number

4. The following will be graded on a scale of (1 to 5) with 1 being the minimum point and 5 being the maximum points awarded:

- Originality of the Board (1-5)
- Current Equal Opportunity Information (1-5)
i.e. (flyers, posters, new articles)
- Display in support of Current month's Ethnic (1-5)
Observance programs

5. The unit receiving the most points will be selected as the winner and will receive recognition by the Brigade Commander and Command Sergeant Major during the Brigade's Victory Week Awards program. In the event of a tie the Brigade Commander will maintain a tie-breaking vote.



LORIL L. SUSSMAN
COL, SC
Commanding

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